

**ADMINISTRATIVE SERVICES BRANCH
ASSISTANT EXECUTIVE OFFICER REPORT**

(Attachment B – Item 13)

SUBJECT	DATE OF ASSIGNMENT	STATUS
Thomson Diggs and Ramos Buildings	Ongoing	<ul style="list-style-type: none">• Staff is working the Investment Office to discuss the steps required to transition the Thomson Diggs and Ramos Buildings from the Investment portfolio to the CalPERS Headquarters Building Account. The anticipated transition date is mid-February 2009.
Board Election	Ongoing	<ul style="list-style-type: none">• One response was received for the Board Election Ballot Printing and On-site Ballot Counting Services Invitation for Bid (IFB). The company that responded has held this contract in the past and the contract preparation is currently underway. The anticipated award date is March 1, 2009.